



ACCESS YOUR BILL ONLINE

<https://waterwebcss.jacksonms.gov/0UCSSPortal>

1

Click Register and fill in the requested information. Please remember your password. It cannot be changed, or reset.

2

An email will be sent to you with a link. Please follow the instructions.

3

On login page, complete user name, password and choose "City of Jackson" for Login Text.

4

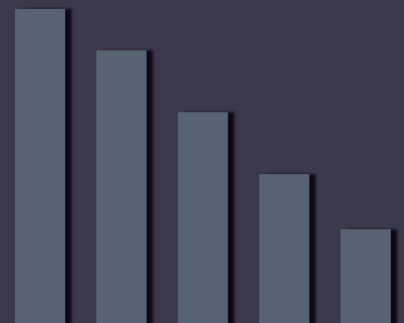
Then, you can "Enroll" your utility account number. You will need your bill for this. You can enroll multiple accounts.

NOTE: ONCE YOU ARE IN AN ACCOUNT, YOU CAN VIEW THE SAME REAL TIME DATA THAT THE CUSTOMER SERVICE REPRESENTATIVES FROM THE WATER/SEWER BUSINESS ADMINISTRATION OFFICE CAN ACCESS. YOU WILL BE ABLE TO VIEW YOUR BILL, PAY YOUR BILL, ETC. AT THE BOTTOM OF THE DASHBOARD, YOU CAN CHOOSE TO SEE WATER, SEWER OR SANITATION BILL SEGMENTS.

TO VIEW YOUR WATER USAGE...

Hover over the 'Details' MENU (DON'T PRESS IT)

- ▶ Move the pointer over the 'Usage Details' menu item and click on that.
- ▶ You will be presented with a graph.
- ▶ From there you can:
 - Drag the graph to prior periods
 - Click on a bar to 'zoom in' to hourly data
 - Use the buttons on the top to zoom out to daily and monthly data.



For further assistance or to speak with a Customer Service Representative, contact the Water/Sewer Business Administration office at 601-960-2000.